Minutes of Gnosall Parish Council Meeting Held in the Brearley Room on Monday 14th November 2016 beginning at 7.30pm

Present	Cllr M Deegan (in the Chair)	Cllr J Cook
	Cllr S Green	Cllr G Gregory
	Cllr T Simkin	Cllr K Ingram
	Cllr S Powell	Cllr D Webb
	Cllr M Booth	Cllr G Payne
	Cllr C Emsley	Cllr K Abbott
	Cllr R Greatrex	Jayne Cooper, Clerk
	Cllr J Tomkinson	

SBC Cllrs K Williamson and M Smith (until 8.30pm) SCC Cllr M Winnington (until 8.30pm) and SCC representative Ian Wykes Along with 2 members of the public

Councillors were informed of the death of Mr Derek Pitt, a local parishioner who had been a member of the Parish Plan working group in 2010/2011.

Nothing was raised	
Nothing was raised. 16/118 To receive apologies, record absences	
10/116 To receive apologies, record absences	
Apologies were received from Cllr Alker and Cllr Wallis. Cllr Gregory would be arriving late. Apologies were accepted.	
16/119 To record any Declarations of Interest	
There were no declarations of interest.	
16/120 To receive and confirm the minutes of the Meeting held on 10 th	
October 2016	
The minutes of the meeting were proposed, seconded and agreed as a	
true and accurate record.	
16/121 To consider any matters arising from the minutes not covered	
elsewhere on the agenda	
There were no matters arising.	
16/122 To receive the following reports:	
10/122 To receive the following reports:	
a) The Clerk's Report	
The report included details of all committee and working group	
meetings held in the past month and a list of events taking place in the	
village during November.	
Quality Award	
Cllrs were reminded that work on the quality award would	

recommence in the New Year and cllrs who had outstanding action were asked to complete this ready for the next Quality meeting.

Equal Opportunities Policy – Cllrs had received a copy to read prior to the meeting. It was agreed that this policy is approved. Copies would be posted on the relevant section of the website.

Clerk

Public Meeting with Staffordshire police had been arranged for 16th November. Notes of a meeting with the Clerk, Chairman and Inspector Joynson, held on 3rd November, were received and included updates on the recent crimes in Gnosall, deployment of police officers and crime statistics.

The outcome of an application to Staffordshire Crime Commissioner's People Power Fund, to fund a barrier and CCTV equipment, is still uncertain; the Clerk had received a call saying the application was unsuccessful as there had been no 101 calls about the joy riding on the allotments however the Clerk had provided information to confirm calls were made via 101 about this in August 2016. The application would now be reconsidered.

The security of the parish office and staff were discussed. Cllr Greatrex had, as requested by the Clerk, obtained quotations for security equipment. This was discussed and it was agreed to purchase CCTV equipment to cover the Grosvenor Centre car park and Parish Office to a value of £499.99. It was also suggested that the Parish Office could have a door release mechanism. The Clerk was reminded that it had been previously agreed to purchase security window film for the parish office.

Clerk

Christmas Tea Party

Plans are progressing well for this event. Surplus funds from the Tea Party held in June would be used as well a donation of £150 from a local resident that will be used to purchase a small gift for those attending. Cllrs noted that Gnosall United Charities had agreed to fund similar events for the elderly residents in 2017 and possibly thereafter.

Correspondence

A list of correspondence was also received. Details of Staffordshire Parish Council's AGM to be held on 5th December had been received along with a request for nominations to be a member of SPCA Executive. It was agreed that Cllr Payne should continue as Gnosall Parish Council's representative. Cllr Payne accepted this and agreed to attend the meeting on 5th December.

Cllr Payne

Parish Council Collaboration Meeting

Representatives of a number of parish councils met an officer of Staffordshire County Council and two cabinet members for a mutual exchange of information on highway policies and devolution. The meeting, held on 20th October, was hosted and chaired by Gnosall Parish Council. Discussion focused on the problem of potholes, especially on rural roads, changes to the local neighbourhood highway teams and proposals to get parish councils to undertake minor works

on or near the highway. Parish councillors had expressed concern regarding the legal implications of taking on highway work and needed to be sure they were acting within their powers as parish councils. They were also concerned about their liabilities if they undertake work on the highways, and the added cost to local council tax-payers. The area Collaboration Group of Parish Councils intends to meet quarterly to find out information and work together on local issues. It was proposed, seconded and agreed that Gnosall Parish Council recommend a motion to SPCA to discuss at the SPCA Executive Meeting in December the need for Staffordshire Parish Councils Association to take on a more active role in discussions with Staffordshire County Council the transfer of responsibilities to parish councils.

b) Any reports from Borough Councillors – no reports received

Clerk

 Report from the County Councillor following a meeting on 1.11.16 including an update on matters raised at the Council meeting held in Moreton

Cllrs had received a report following the Clerk and Vice Chairman's meeting with Cllr Winnington at which issues affecting parish councils, particularly Gnosall, were discussed. This is first of regular meetings prior to Gnosall Parish Council meetings. The following subjects were discussed.

- Legal requirements regarding devolution Clarification of the position on working on the public highway if the Parish Council were to undertake low level amenity maintenance still to be provided.
- 2. Memorandum of Understanding regarding Leisure facilities in Gnosall separate agenda item later in the meeting
- 3. Resurfacing of Lowfield Lane work ongoing until January
- 4. School Crossing Patrol in Gnosall St Lawrence Academy awaiting information from Staffordshire County Council (SCC).
- 5. Library separate agenda item
- 6. Greenway Consultation Ian Wykes, representing SCC informed councillors that information days held in October informed groups and organisations of further changes to the management of the Greenway, mainly regarding maintenance of trees and verges. Cllrs expressed their concerns about possible inconsistent maintenance (as the Greenway passes through several parishes), the need to recruit and retain volunteers and funding to pay for the maintenance. It was suggested this item is an agenda item at the next parish council collaboration meeting.
- 7. Feedback from meeting with Ian Parry on 9th August including a meeting with the Environmental Team and new Farm Tenant Manager to be arranged
- 8. Sustainability and Transformation Plan
- 9. County Councillor Elections information sessions planned for 23rd and 30th November.
- 10. Joint letter to Police Crime Commissioner regarding crime increase in Gnosall Cllrs had previously received a copy of the letter from SCC and GPC.

	An update on issues raised at the parish council meeting held in Moreton in September was provided and would be sent for inclusion in the next edition of MOBSTEAD news					
	Cllr Winnington, Ian Wykes and Cllr Simkin left the meeting					
16/123	To consider projects in relation to Staffordshire County Council's Memorandum of Understanding to determine the requirements for future leisure and/or sports facilities for the village of Gnosall					
	 Parish Councillors had been asked to consider projects that could benefit from the £50,000. Two projects were suggested: 1. A tennis court on hard standing with surrounding fencing to be located on The Acres 2. The revamp of The Grosvenor Centre (that would include more leisure facilities) which £50K would be used to pay for initial fees. 					
	The Clerk was requested to write to SCC with details of the two projects and to seek clarification whether or not the projects meet the criteria detailed in the Memorandum of Understanding.	Clerk				
	Cllr Powell, representing Heron Brook Leisure Centre (HBCL), informed Council that he would be meeting with Staffordshire County Council with a view to requesting the funds for a Leisure Centre. Cllr Powell was asked to keep Council informed of the outcome of the meeting.					
16/112	To consider Committees/Working Group issues:					
	 a) Matters relating to the Planning Committee The minutes of the meetings held on 13.10.16 and 3.11.16 were received. At both meetings there was discussion about Gnosall's Neighbourhood Plan and any future reviews. Under current legislation there is no legal mechanism to modify or review Neighbourhood Plans until the law is changed. It was noted that court action had been issued in Knightley for a building erected without permission. Audmore Loop – Stafford Borough Council had confirmed that an appeal had not been lodged but a final check would be made with the Planning Inspectorate in Bristol. The Clerk confirmed she had met with Lindon Homes (currently developing site on Knightley Road) with a view to their help with village projects, possible a portacabin for a library and/or use of an architect for the Grosvenor Centre project. 					
	 b) Matters relating to the Procedures Review Committee Mintues of the meeting held on 24.10.16 were received All outstanding matters had been dealt with apart from policies that Personnel Committee would be considered at its next meeting. Standing Orders would be reviewed in the spring of 2017 	Personnel Committee				

c) Matters relating to the Open Spaces Committee

- The Boardwalk contractor had provided a revised estimate for the work needed to repair and enhance the boardwalk. Work is likely to commence on the boardwalk in the spring.
- The Chippy Jumps project would commence as soon as confirmation is received from Stafford Borough Council that S106 funds had been approved.
- The Dog fouling campaign had come to an end in the village and would now focus on the Greenway. The no-dog fouling signs had been well received in the village and more had been requested. Cllr Powell offered to fund more signs. This was welcomed.

Cllr Powell

d) Matters relating to the Library Working Group

- Good progress is being made
- Other locations had been considered but none of them suitable or available.
- SCC is more amenable to the original proposals of a portacabin adjacent to the youth club portacabin. A ramp would be needed to meet current legislation requirements.
- SCC had received details of a time line for action.
- Planning application is being worked on.
- Computer visualisations of the proposed building are available
- The Clerk, Cllr Booth and Cllr Webb would be meeting with an officer from Property Services for initial discussions about rent.
- The group would be considering how to obtain the £9000 of funding.

Cllrs
Booth &
Webb

Clerk.

- Cllrs noted that GPC would receive rent from SCC for the use of the building as a library.
- Regular meetings would continue.

e) Matters relating to Christmas Working Party

- The lights switch on would be held on Saturday 26th November
- A grant of £545 from Stafford Borough Council had been received to help meet the costs of new lights
- Cllrs asked to help on 26.11.16 from 10.30am
- Notes of the meeting held on 7.11.16 were received

f) Matters relating to Grosvenor Working Group

- Notes of the meeting held on 8th November were received. Action agreed was:
- to produce a list of architects with a view to having plans drawn up
- to arrange a meeting with SBC's Conservation Officer to discuss initial ideas and find out whether there are any conservation regulations that must be adhered to
- To look for possible funding sources as well as making enquires with SPCA about parish council loans.
- To design a "footprint plan" for a possible centre using information shared at a meeting last December with all

All cllrs

Working

	councillors (space for meeting rooms, function rooms, parish office, youth club, library etc).	group members & Clerk					
16/113	To receive a report on financial receipts for October 2016 and receive accounts for approval for November 2016						
	The accounts for November were reviewed then proposed, seconded and accepted.						
16/114	To report on any road and footway matters within the Parish						
	The Clerk was asked to chase up outstanding work where water runs from farm land directly onto the Ranton Road.	Clerk					
	 The Clerk was asked to report: Leaves on Wharf Road just before the Entrance to the Greenway Overgrown trees overhanging the alleyway off Wharf Road to Monks Walk Blocked grids in Befcote causing flooding across the road 	Clerk					
16/115	To request items for the next agenda						
	Cllrs to inform the Clerk of any other items at least 10 days before the date of the next meeting. Agenda items already agreed would be:						
	Considering a one way system and association costs on The High Street						
16/116	To confirm the date and time of the next meeting						
	The next meeting would be held on Monday 12 th December at 7.30pm in The Brearley Room						

The meeting closed at 9.35pm

Gnosall Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
223	Queens Tea Party	14/11/2016		Co-operative	BACS	Xmas afternoon tea	Mr Printit	S	30.00	6.00	36.00
224	Open Spaces	14/11/2016		Co-operative	BACS	DIY materials for Open	Travis Perkins	S	5.38	1.08	6.46
225	Grass cutting inc Burial	14/11/2016		Co-operative	BACS	Grass cutting	JWH Ground	Е	1,438.00	0.00	1,438.00
226	Office equipment	14/11/2016		Co-operative	BACS	DIY materials for	Travis Perkins	S	17.50	3.50	21.00
227	Open Spaces	14/11/2016		Co-operative	BACS	Signs for Burial Ground	Dolphin Signs	S	60.00	12.00	72.00
228	Christmas lights 2016	14/11/2016		Co-operative	BACS	Christmas entertainment	Non stop kids	S	124.17	24.83	149.00
229	Repairs and renewals at	14/11/2016		Co-operative	BACS	DIY materials for	Travis Perkins	S	69.98	14.00	83.98
230	Repairs and renewals at	14/11/2016		Co-operative	BACS	Repair to boiler	Parsons Plumbing &	S	370.00	74.00	444.00
231	Printing and stationery	14/11/2016		Co-operative	BACS	Stationary	ESPO	S	56.15	11.23	67.38
232	Cleaning/windows/sanita	14/11/2016		Co-operative	BACS	Cleaning materials	ESPO	S	56.17	11.24	67.41
233	Water - Burial Ground	14/11/2016		Co-operative	BACS	Water - Burial Ground	Severn Trent Water	Е	34.97	0.00	34.97
234	Employment Costs	14/11/2016		Co-operative	BACS	Handyman duties	P Prince	Е	385.00	0.00	385.00
235	Employment Costs	14/11/2016		Co-operative	BACS	Salary	GPC	Е	314.38	0.00	314.38
236	Employment Costs	14/11/2016		Co-operative	BACS	Salary	GPC	Е	273.22	0.00	273.22
237	Employment Costs	14/11/2016		Co-operative	BACS	Salary	GPC	Е	1,773.04	0.00	1,773.04
238	Employment Costs	14/11/2016		Co-operative	BACS	Salary	GPC	Е	484.25	0.00	484.25
239	Employment Costs	14/11/2016		Co-operative	501446	NI&PAYE	HMRC	Е	620.28	0.00	620.28
240	Employment Costs	14/11/2016		Co-operative	501447	Pension	GPC	Е	660.75	0.00	660.75
241	Youth Club Utilities	14/11/2016		Co-operative	BACS	Insurance for youth club	Zurich Insurance	Е	134.17	0.00	134.17
242	Councillor	14/11/2016		Co-operative	501448	Cllr expenses	Amazon	Е	12.99	0.00	12.99
243	Contingencies - General	14/11/2016		Co-operative	501449	Plaque for Somme bench	Newport Engravers	S	35.00	7.00	42.00
244	Christmas lights 2016	14/11/2016		Co-operative	501450	Christmas wine	K Abbott	Е	112.00	0.00	112.00
249	Best Kept Village	14/11/2016		Cooperative	400112	BKV expenses	various	Е	84.38	0.00	84.38
							Tot	al	7,151.78	164.88	7,316.66

7